

# Minutes of the Meeting of Eynsford Parish Council held on Thursday 17<sup>th</sup> October 2024, at the Parish Office, Priory Lane, Eynsford, at 7.30pm.

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## 9232 PRESENT

### Members Present

Mr A Cooke  
Mrs J Laird  
Mr D Naylor  
Mr V Robson  
Mrs H Sim

### Others Present

PC Ashleigh Wilson

### Clerk in Attendance

Mrs H Ivaldi

## 9233 APOLOGIES FOR ABSENCE

Mr J Griffiths, Mr M Barker, Mrs H Sim  
Mr J Gee (Tree Warden) Mr R Gough (County Councillor)

## 9234 CHAIR'S REMARKS

Mr Robson had attended The Space this week and said the launch day for the new car scheme was very good. He noted that we need to think about more ways to advertise the scheme.

## 9235 CLERK'S COMMENTS

None

## 9236 GOVERNANCE

### a) Declarations of Interest

None.

### b) Minutes of Previous Meeting

The minutes of the last full council meeting held on 19<sup>th</sup> September 2024 and the EGM held on 26<sup>th</sup> September 2024 were presented for approval.

**RESOLVED:** That the minutes are accepted as a true and complete record and that the recommendations are approved.

### c) Finance Notes

The clerk submitted a list of accounts, and a budget report, for September 2024 and a schedule of payments.

**RESOLVED:** That the accounts are approved, and that the payment schedule is approved and signed.

e) Outstanding Actions

Councillors were asked to review any outstanding actions.  
There were no updates.

**RESOLVED:** That the information is noted.

f) Street Lighting Energy Contract

Councillors were advised that the current street light energy contract ends on 31<sup>st</sup> October 2024. Councillors were asked to consider the options for a new contract. A broker was used to contact various companies and found our existing company to be the most favourable with the new rate being 28.92026p and 27.68935p and a standing charge of 586.632p pr day for a four year contract until March 2028.

**RESOLVED:** That councillors agreed to the N Power contract quote.

g) Budget Revisions

Councillors were asked to approve the suggested revisions to the Budget.

**RESOLVED** councillors agreed the following Budget revisions:

Grant Income increased from £7,000.00 to £16,000.00

Audit Fees increased from £650.00 to £810.00

Chalk Hill increased from £3,197.00 to £3,957.00

Green Initiatives increased from £500.00 to £1,636.00

Grounds Maintenance decreased from £2,428.00 to £1,000.00

Harrow Meadow Changing Room Running costs increased from £1,300.00 to £2,000.00

Harrow Meadow Grounds Maintenance increased from £1,200.00 to £1,750.00

Highways General decreased from £7,750.00 to £6,208.00

Riverside Enhancement Decreased from £2,000.00 to £0

Village Hall Project Support increased from £36,533.77 to £47,197.77

h) Budget Meeting

Councillors were asked to agree a date for the 2025/2026 budget meeting.

**RESOLVED:** That the budget meeting is held on Tuesday 10<sup>th</sup> December 2024

i) Village Hall Project Update

Mr Cooke provided an update on the Village Hall

Mr Cooke advised that the project committee meets once a month, consisting of one councillor, one local resident and three trustees. Mr Cooke reported that the lowest priced contractor had backed out, and that the trustees are in discussions with the second lowest priced contractor. The current estimated cost of the project (excluding the car park) is £1.83 million plus other costs bringing the total to £1.9 million. Mr Cooke advised that the existing hall site would go on sale for approx. 820K. It was noted that the temporary car park at Harrow Meadow could be used until the funds are raised for a new one.

**RESOLVED** That the Information is noted

k) Publics Works Loan for the Village Hall Project

Councillors were asked to discuss whether the Parish Council should apply for a Publics Works Loan to support the village hall project. It was noted that there was potentially still a funding gap

of £500,000.00. A public works loan of this size would not be feasible. Information about charity loans had been sent to trustees.

**RESOLVED:** That the councillors do not support a public works loan at this time.

At this point 8.18pm the meeting was paused for a public session  
The meeting resumed at 8.21pm

#### l) Domain Change

Councillors previously agreed to change the Domain name to .gov.uk and were asked whether to:

- Continue to own current domain [www.eynsfordparishcouncil.org.uk](http://www.eynsfordparishcouncil.org.uk)
- Consider appointing a gov.uk approved registrar to register the new domain name and provide support.
- Review the current provision of the website hosting and consider a quote to convert the current site to .gov.uk
- Review who will have .gov.uk email address and get a quote to migrate existing accounts to the new ones.

**RESOLVED:** that quotes are sought from approved registrars, and once approved that the council will appoint a registrar and continue the process to register a .gov.uk domain name for the council to use for emails and its website.

## **9237 PLANNING**

### a) Report of the Last Planning Committee Meeting

Councillors were asked to approve the report of the last Committee meeting held on 7<sup>th</sup> October 2024.

**RESOLVED:** That the report is approved

### b) Notifications of Planning consent / refusal

24/01865/HOUSE 59 Pollyhaugh, Eynsford, Kent - Granted

24/02204/HOUSE 12 Pollyhaugh, Eynsford, Kent - Granted

24/01317/HOUSE 10 Eynsford Rise, Eynsford, Kent - Granted

24/01969/HOUSE Cleveland, Eynsford Road, Eynsford, Kent - Granted

**RESOLVED:** That the information is noted

### c) Pedham Place update

Mr Robson gave an update on the campaign, referring to recent press release from Sevenoaks District Council. It seemed to be positive that Sevenoaks District Council were reconsidering building on Pedham Place. It was noted that there would probably be a new or revised Local Plan in 2025/2026 taking into account the increased housing targets and new National Planning Policy Framework.

**RESOLVED:** That the information is noted

### d) Pedham Place Consultant

Although the Parish Council had already contributed £4634 towards the planning consultant working on the Pedham Place project, due to one council not joining the project, councillors were asked to consider paying an extra amount of £1545 to split the costs between Eynsford, Farningham and Crockenhill.

**RESOLVED** That the councillors approve the extra payment of £1545, as this will be in the interest of the village Using £500 from the Pedham Place budget and £1045 from the Contingency budget.

e) Neighbourhood Plan

Mr Robson reported that he and Mrs Sim had met with representatives from Farningham Parish council and discussed the potential for a joint Neighbourhood Plan. The outcome of the meeting was positive.

**RESOLVED:** That Eynsford Parish Council joins Farningham Parish Council to produce a Neighbourhood Plan.

**9238** HIGHWAYS & TRANSPORTATION

a) Report of the Last Highways & Transportation Committee Meeting.

Councillors were asked to approve the report of the Highways & Transportation committee, held on 7<sup>th</sup> October 2024.

**RESOLVED:** That the report is approved.

**9239** COMMUNITY

a) Report of the Last Community Committee Meeting.

Councillors were asked to approve the report of the Community committee, held on 7<sup>th</sup> October 2024.

**RESOLVED:** That the report is approved.

b) Police & Crime Report

The Clerk provided details of crime statistics. In August 11 crimes were reported as follows:

Eynsford Station	1 x Bicycle Theft
	1 x Public Order offence
	1 x Violence / sexual offence
Lullingstone Park	1 x Criminal damage/arson
Lullingstone Lane	1 x Anti Social Behaviour
Lullingstone Caste	1 x Other Theft
Riverside	1 x Anti Social Behaviour
Knights field	1 x Criminal damage/arson
High Street	1 x Drugs offence
Riverside	2 x Anti Social Behaviour
	1 x Violence / sexual offences

**RESOLVED:** That the information is noted.

b) Donation - We are Beams

Councillors were asked to consider a donation to We are Beams for their short breaks service.

**RESOLVED:** Councillors agreed a £100 donation.

c) Donation - Eynsford & Crockenhill Rights of Way Group

Councillors were asked to consider a donation to Eynsford & Crockenhill Rights of Way Group which helps to maintain footpaths in our parish.

**RESOLVED:** Councillors agreed a £100 donation.

d) Membership – Kent County Playing Fields Association

Councillors were asked to renew their membership Kent County Playing Fields Association at a cost of £20pa.

**RESOLVED:** Councillors agreed the renewal costing £20.

e) Churchyard Maintenance Grant – St Martin’s Church

Councillors were told that St Martin’s Church had asked for a contribution towards the maintenance of the churchyard. £700 had been budgeted for this.

**RESOLVED:** Councillors agreed a donation of £700.

**9240** **OPEN SPACES**

a) Report of the Last Open Spaces Committee Meeting.

Councillors were asked to approve the report of the Open Spaces committee, held 7<sup>th</sup> October 2024.

**RESOLVED:** That the report is approved.

b) Marking out of the football pitch

Councillors were asked to approve for the cost of the initial marking of the pitch, costing £250.

**RESOLVED:** Councillors agreed to pay £250 from the Harrow Meadow Outdoor Sports rolling fund budget.

c) Line Marking

Councillors were asked to agree on the additional costs to be added to the rental agreements for the football clubs.

**RESOLVED:** Councillors agreed to split the projected costs at £175 per team for the current season and to adjust the agreements accordingly.

d) Storage of Football Goals

Councillors discussed where the football goals could be stored when not in use. Riverside Wanderers FC wanted to install earth anchors to secure the goals away from the normal goal areas to reduce wear. They suggested a storage place near to the old trim trail. It was noted that previously the goals had been stored behind the changing rooms, but this was no longer easily accessible.

**RESOLVED:** Councillors agreed they would prefer that the goals are not stored near the trim trail as this is to be kept as a children’s play area. That the club is asked for more suggestions of possible storage locations.

e) Cricket Club Agreement

Councillors were asked to approve the revisions to the proposed agreement with Eynsford Cricket Club and suggest a meeting date to discuss it with them.

**RESOLVED:** Councillors agreed the revisions the agreement and to propose an annual rent of £1000. That a meeting is arranged for early December with Eynsford Cricket Club, Mr Robson, Mrs Larid & Mr Cooke.

f) Water Treatment Quote, Harrow Meadow Changing Rooms

A revised quote had been received from Brodex for one visit during the current season. This would cost £264 + VAT.

**RESOLVED:** That councillors agree the quote.

**9241 FACILITIES & ENVIRONMENT**

a) Report of the Last Facilities & Environment Committee Meeting.

Councillors were asked to approve the report of the Facilities & Environment Committee Meeting, held 7<sup>th</sup> October 2024.

**RESOLVED:** That the report is approved.

b) Tree Survey

Councillors were asked to agree on a quote from the three received to undertake a Tree Survey of trees on parish land.

Tree Craft - £570 + VAT

Aureus Tree Services - £595.

Silva Arboriculture Ltd - £1185.00

**RESOLVED:** Councillors appoint Tree Craft to carry out the works.

The meeting paused for a public session at 9.35pm (see appendix Q)

The meeting ended at 9.36pm.

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Chairperson: 21<sup>st</sup> November 2024

## **Appendix Q**

### **Public Questions from the Meeting of Eynsford Parish Council, held on Thursday 17<sup>th</sup> October 2024**

At 8.18pm, the meeting was opened up for a public session.

P.C Wilson gave a brief update on the local crime trends, stating that they are 10% up for the district, but that there were very few calls for Eynsford. However, there was increase in shed break-ins and rogue traders and courier fraud targeting the elderly.

The public questions ended at 8.21pm.

There was an additional public session at 9.35pm.

Mrs Ivaldi read notes from Cllr Gough:

Cllr Gough had said that he had attended the public launch of the Community Car Scheme at The Space the previous day which Kent County Council had helped to support with a grant. He had written an article for the parish newsletter about support available for more vulnerable residents.

Mr Gough had also been in contact with Nigel Rowe at Kent Highways who was trying to find a solution to the yellow lines issue outside the Five Bells. He was also working with DVLP to find a solution to the new Darent Valley path at Lullingstone.

The session ended at 9.36pm.

## **Minutes of a meeting of the Planning Committee of Eynsford Parish Council held on Monday 7<sup>th</sup> October 2024 held at Eynsford Parish Office at 7.30 p.m.**

### Members Present:

Mr M Barker (Chair of the Planning Committee)  
Mr A Cooke  
Mrs J Laird  
Mr V Robson  
Mrs H Sim  
Mr O Young

### Clerk in Attendance:

Mrs H Ivaldi

### Others Present

Three members of the public: Mr J Gee, Tree Warden, Mrs Penney.

### Apologies for Absence:

Mr J Griffiths  
Mr D Naylor

- 1) Declarations of Interest  
None
- 2) Tree Work Application 24/02448/WTPO – Riverway Robins, Sparepenny Lane, Eynsford  
Details of an application for various works to trees had been forwarded to the Tree Warden for comment. The Tree Warden noted that he had no objections to the proposed work.  
**Resolved:** That the information is noted.
- 3) Tree Work Application 24/02482/WTCA – October Cottage, Station Road, Eynsford  
Details of an application to trim a beech tree overhang at the boundary line by 25% had been forwarded to the Tree Warden for comment. The Tree Warden noted that he had no objections to the proposed work.  
**Resolved:** That the information is noted.
- 4) Planning Application 24/02348/LBCALT & 24/02347/HOUSE – Bower Farm House, Bower Lane, Eynsford  
Councillors discussed an application for the demolition of the existing annexe outbuilding to be replaced with a new outbuilding. The part conversion and extension of the existing garage, the creation of a raised patio area to the rear of the existing dwelling and the single storey rear extension of the kitchen area at ground floor level. Plus the rebuild of the current open porch to the front elevation, alteration to the fenestration and hard and soft landscaping.  
**Resolved:** That no objection is made.
- 5) Tree Work Application 24/02553/WTCA – Home Farm House, Riverside, Eynsford  
Details of an application for the removal of a wild cherry tree to increase daylight. The Tree Warden noted that he had no objections to the proposed work.  
**Resolved:** That the information is noted.
- 6) Planning Application 24/02460/HOUSE – 20 Eynsford Rise, Eynsford  
Councillors discussed an application for a garage conversion, the demolition of a porch and alterations to fenestrations.

**Resolved:** That no objections are made.

The meeting of the Planning Committee closed at 7.37 p.m.

**Minutes of a meeting of the Highways & Transportation Committee of Eynsford Parish Council held on Monday 7<sup>th</sup> October 2024 held at Eynsford Parish Office at 7.37 p.m.**

Members Present:

Mr M Barker  
Mr A Cooke  
Mr J Gee  
Mrs J Laird  
Mr V Robson (Chair of the Highways & Transportation Committee)  
Mrs H Sim  
Mr O Young

Clerk in Attendance:

Mrs H Ivaldi

Others Present

Three members of the public: Mrs Penney.

Apologies for Absence:

Mr J Griffiths  
Mr D Naylor

1) Declarations of Interest

None

2) Salt bin Sadlers Park

Councillors were told that a resident had requested a salt bin to be located in the middle of Saddlers Park, and asked to decide whether to request this from Kent Highways.

**Resolved:** that we request a new salt bin from Kent Highways, and Mr Robson will meet with the resident to agree suitable location.

3) Road Safety Week

17<sup>th</sup> – 23<sup>rd</sup> November is Road Safety week, Councillors were asked to discuss whether to promote this.

**Resolved:** that this would be deferred to the next meeting.

The meeting of the Highways & Transportation Committee closed at 7.42 p.m.

## **Minutes of a meeting of the Community Committee of Eynsford Parish Council held on Monday 7<sup>th</sup> October 2024 held at Eynsford Parish Office at 7.42 p.m.**

### Members Present:

Mr M Barker  
Mr A Cooke  
Mrs J Laird (Chair of the Community Committee)  
Mr V Robson  
Mrs H Sim  
Mr O Young

### Clerk in Attendance:

Mrs H Ivaldi

### Others Present

Two members of the public: Mrs Penney, Mr J Gee.

### Apologies for Absence:

Mr J Griffiths  
Mr D Naylor

### 1) Declarations of Interest

None

### 2) Christmas Lights

Members were asked to discuss whether to put Christmas lights this year, and if so, when and where to hang them.

**Resolved:** That Christmas lights put up in the village this year. That the lights are put in same locations: the lych gate, the cherry tree, two trees at the car park and trees on Riverside. That the Clerk contacts St Martin's church for permission to decorate the lych gate. The councillors meet on 16<sup>th</sup> November at 10am to put up the lights.

### 3) St Martin's Church, Flyer

Members were asked to decide whether to allow the inclusion of a flyer about church services in the newsletter.

**Resolved:** That we do not include a flyer about church services in the newsletter.

### 4) Shared Community Warden

Members discussed a proposal from Ash cum Ridley parish council part share a Community Warden, as Kent County Council are cutting costs/personnel.

**Resolved:** That the council does not pursue this suggestion.

The meeting of the Community Committee closed at 7.59pm.

## **Minutes of a meeting of the Open Spaces Committee of Eynsford Parish Council held on Monday 7<sup>th</sup> October 2024 held at Eynsford Parish Office at 7.59 p.m.**

### Members Present:

Mr M Barker  
Mr A Cooke (Chair of the Open Spaces Committee)  
Mr J Gee  
Mrs J Laird  
Mr V Robson  
Mrs H Sim  
Mr O Young

### Clerk in Attendance:

Mrs H Ivaldi

### Others Present

Mrs Penney.

### Apologies for Absence:

Mr J Griffiths  
Mr D Naylor

#### 1) Declarations of Interest

None

#### 2) Annual Walkabout

Members discussed the results of the annual inspection of property and amenities in the parish.

**Resolved:** That the following actions are taken:

- Ask the bus company to clean the timetable noticeboards outside Alton Cottages, Bank Cottages and Parsonage House, and ask about the contents for the Parsonage House board,
- Ask Eynsford in Bloom to cut back vegetation around the bench at Fernbank
- Obtain a quote for cleaning and treating the bench at Priory Lane.
- Clean and research replacing the foam board of the noticeboard at Edwards Hall.
- Obtain quotes for cutting back trees at rear of parish office.
- Obtain quotes for cutting back trees around Castlefield Car Park and access road.
- Obtain quotes to cut back vegetation, remove broken fencing and sign from the allotment site.
- Remind the Litter Warden to empty the bins at Harrow Meadow.
- Move the 'Walkling' bench to the play area.
- Contact Kent Highways about cutting trees overhanging the play area. Research options for removing moss of the equipment and surfacing. The remove the plaque from existing bench.
- Contact the restoration company about mould appearing behind the Perspex screen at the water fountain.
- Chase WKHA to cut back vegetation. Clean the top of the bench.
- Ask Kent Highways to clean sign for the school crossing lights.
- Report missing bin lid on bin at Station Road to SDC.
- Get a quote to remove the rotted bench from Riverside (opposite Furlongs Road entrance). Research replacement.
- Ask SDC if the bin in the centre of Riverside green could be moved to the edge in line with the other bins.

- Look at options for filling the hole at the tip of Riverside Green.
- Look at options for levelling the path at the top end of Riverside green.
- Obtain a quote to reset wooden post at entrance to Riverside.
- Obtain a quote to clean the noticeboard at the entrance to Common Meadow and cut back the vegetation.
- Research costs for replacing chain link fencing at Common Meadow.

3) Legionella Risk Assessment for Harrow Meadow Changing Rooms

Members discussed the risk assessment carried out by the water testing company and their suggestions to ensure safety in the changing rooms.

**Resolved:** that councillors carry out weekly flushing when the changing rooms are unused for a week or more. That councillors carry out monthly water temperature checks and log this. That Brodex (water testing company) are asked to quote for one visit only, as the water system may be upgraded during the refurbishment works at the end of the season.

At 8.59pm, the meeting was paused for questions from members of the public (see Appendix Q).  
The meeting resumed at 9.01pm.

4) Access to and from the Football Pitch

Councillors discussed current pedestrian access on and off the football pitch and the long grass was making the surface uneven.

**Resolved:** That we arrange to for the grass outside the changing rooms and the grass on the sloping sides and around the perimeter of the football pitch to cut short. That we erect the net fencing across the drop in front of the changing rooms.

The meeting of the Open Spaces Committee closed at 9.07 p.m.

**Minutes of a meeting of the Facilities and Environment Committee of Eynsford Parish Council held on Monday 7<sup>th</sup> October 2024 held at Eynsford Parish Office at 9.07 p.m.**

Members Present:

Mr M Barker  
Mr A Cooke  
Mr J Gee  
Mrs J Laird  
Mr V Robson  
Mrs H Sim  
Mr O Young

Clerk in Attendance:

Mrs H Ivaldi

Others Present

Mrs Penney.

Apologies for Absence:

Mr J Griffiths  
Mr D Naylor

In the absence of Mr Naylor, Mr Robson chaired the meeting.

1) Declarations of Interest  
None

- 2) Himalayan Balsam  
The Clerk has arranged for North West Kent Countryside Partnership to carry out Himalayan balsam clearance on 3<sup>rd</sup> July 2025. They will be recruiting volunteers to help on the day. It was mentioned that there is some Himalayan balsam at Lullingstone Castle near to the ice house and also some by the viaduct on Lullingstone Lane.  
**Resolved:** That the council supports the clearance day. That Tom Hart Dyke and the Alexanders are informed of plans for the clearance.

- 3) Future of the Cherry Tree  
Members were asked to discuss plans for the cherry tree at the war memorial which is in declining health. Mr Gee said that the tree contains a lot of dead wood and appears to be diseased. He could not predict how long it would survive.  
**Resolved:** That the council budgets for a replacement tree. That councillors research possible replacement species and that the community is kept informed of the situation.

- 4) Bollards outside Rafferty's  
Councillors are asked to decide whether to request that the missing concrete bollard outside Rafferty's shop is replaced.  
**Resolved:** That Kent Highways are asked to replace the missing bollard.

- 5) Chalk Hill Planting  
Councillors were asked to approve a spending budget from bulbs and plants for chalk hill.  
**Resolved:** That councillors approve expenditure of up to £500 - £247 to be taken from the Chalk Hill budget, and £253 to be taken from Contingency.

The meeting of the Facilities and Environment Committee closed at 21.27 p.m